



## LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

June 2, 2009

The Honorable Board of Directors  
Los Angeles County  
Regional Park and Open Space District  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Directors:

**APPROVAL OF THE REVISED PROCEDURAL GUIDE FOR  
THE SPECIFIED PROJECT, THE PER PARCEL,  
AND THE EXCESS FUNDS GRANT PROGRAMS, FUNDED PURSUANT TO  
THE SAFE NEIGHBORHOOD PARKS PROPOSITIONS OF 1992 AND 1996  
(ALL DISTRICTS - 3 VOTE MATTER)**

**SUBJECT**

These actions will revise and reorganize the Procedural Guide currently used to implement the Specified Project, Per Parcel, and Excess Funds Grant Programs. These programs are funded pursuant to the Safe Neighborhood Parks Propositions of 1992 and 1996.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the proposed administrative actions are not subject to California Environmental Quality Act as the actions do not meet the definition of a project according to Sections 15378 (b)(4)(5) of the State California Environmental Quality Act Guidelines, because the actions are administrative activities for government grants which by their terms do not involve any commitments to any specific projects which may result in a potentially significant physical impact on the environment.
2. Approve the revised Procedural Guide for the Specified Project Grant Program, the Per Parcel Grant Program, and the Excess Funds Grant Program in substantially the form of the attached.

## **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS**

Approval of the recommended actions will revise and reorganize the Procedural Guide for Specified and Per Parcel grants, whose last revision was approved by your Board on July 17, 1997. The Excess Funds Grant Program is the major revision to the attached 2009 Procedural Guide. Also included are minor revisions to the Specified Project and Per Parcel Grant Programs. The above grant programs are funded pursuant to the Safe Neighborhood Parks Propositions of 1992 and 1996 (1992 and 1996 Propositions). None of the revisions or reorganization of the Guide will alter the current grants administration process. Instead, references will be added to the Excess Funds Grant Program to reinforce existing Los Angeles County Regional Park and Open Space District (District) requirements and to reflect minor changes in law.

The following is a list of revisions to the Procedural Guide:

### **The Excess Funds Grant Program**

Section 24 of the 1996 Proposition provides a mechanism for the annual determination of revenue exceeding the obligations of the District. A portion of this revenue is made available for projects under the Excess Funds Grant Program. Excess Funds for projects were first made available in Fiscal Year 1999-2000. Requirements specific to Excess Funds grants are incorporated throughout the revised Procedural Guide.

### **Long-Term Grant Obligations**

The 1992 and 1996 Propositions impose certain long-term obligations on the District's grantees concerning grant-funded property. The long-term obligations include requirements of maintenance and operation in perpetuity; prohibitions against changes in use, sale, or disposition; and prohibitions against discrimination and/or preferential treatment. The revised Procedural Guide includes information on long-term obligations.

### **Employment of At-Risk Youth**

The 1992 and 1996 Propositions require grantees to employ at-risk youth as a condition of receiving grant funds. Pursuant to the 1996 Proposition, your Board approved the District's policy on the employment of at-risk youth on June 26, 1997. Your Board later amended the policy with a new definition of at-risk youth on August 20, 2002. Individuals are thereby considered to be an at-risk youth if they are between 14 and 24 years of age and are either involved in or at risk of involvement in any of the following: drug and/or alcohol abuse, adolescent pregnancy, single parenthood, physical and/or emotional abuse, gang activity, violence and vandalism, poverty, family unemployment, truancy, and/or academic performance below grade level or failing to complete high school.

### **California Environmental Quality Act**

Grantees are required to comply with the applicable provisions of the California Environmental Quality Act (CEQA) as a condition of the grant(s). The revised Procedural Guide includes updated information to reflect current CEQA standards and practices.

### **Landscaping and Irrigation**

The 1992 and 1996 Propositions require Grantees to use drip irrigation systems and drought-resistant or xerophytic plants to the maximum extent feasible. The revised Procedural Guide includes this information as well as a required Landscaping Certification form.

### **Non-Profit Grantee Requirements**

The State of California regulates entities receiving or raising charitable contributions pursuant to the Supervision of Trustees and Fundraisers for Charitable Purposes Act. The revised Procedural Guide includes a Charitable Contributions Certification requirement for non-profit Grantees to demonstrate compliance with applicable law.

### **General Reorganization**

To promote a better understanding of the District's grant process, the revised Procedural Guide and its attachments have been reorganized to improve readability. Other minor revisions have also been made, including the incorporation of a Definitions Section to clarify grant terminology, and the deletion of language relating to deadlines that are no longer applicable.

## **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The proposed recommendations further the Board approved County Strategic Plan Operational Effectiveness (Goal No. 1), by revising the District's Procedural Guide for Specified Project, Per Parcel, and Excess Funds Grant Programs to reflect changes in reporting requirements and to make the guide generally more useful to grantees.

## **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund. All costs of the grant programs covered by the revised Procedural Guide are funded through the Los Angeles County Regional Park and Open Space District.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Pursuant to Section 4, Subsection (a) of the 1996 Proposition, the District's grant administration procedures may be amended by your Board, consistent with the 1996 Proposition and the guidelines and procedures set forth therein. These recommendations are consistent with the legal requirements of the 1996 Proposition.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The proposed recommendations will support the continued partnerships between the District and its grantees through the expenditure of grant funds for eligible projects pursuant to the 1992 and 1996 Propositions. These projects provide an increased level of park and recreation benefits in Los Angeles County.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed administrative actions are not subject to CEQA in that the actions do not meet the definition of a project according to Sections 15378 (b)(4)(5) of the State CEQA Guidelines, because the actions are administrative activities for government grants which by their terms do not involve any commitments at this time to any specific projects which may result in a potentially significant physical impact on the environment.

### **CONCLUSION**

Please instruct the Executive Officer-Clerk of the Board to return one conformed copy of this action to the Chief Executive Office, Capital Projects Division, and to the Department of Parks and Recreation.

Respectfully submitted,



Russ Guiney  
Director, Parks and Recreation

Attachment

RG:IV:WO:LB:REGIONALPARKOPENSPOCEDISTRICT(2009 PROCEDURAL GUIDE BL)

c: Chief Executive Officer  
Executive Officer, Board of Supervisors  
County Counsel